

**INSTRUCTIONS FOR COMPLETING
THE FNS 529 AND TERMS & CONDITIONS
FOR THE NSLP EQUIPMENT GRANTS IN FY 2015**

FNS 529 – This is a new format in accordance with the OMB Omnibus Circular Requirements for grant awards

Need to complete the following highlighted boxes

Box 1 – Complete NSLP-15-~~XX~~-01 – this should be the State abbreviation

Box 2 – Insert date of award, this should be when you send out the award document for signature

Box 4 – Insert State DUNS

Box 8 – Insert Recipient (Grantee) – this should be name and address

Boxes 10/11/12/14 – Amount of Grant (If grant funds were distributed in increments these boxes would have different numbers)

Box 16 – If applicable, include indirect cost rate

Box 18 – Insert Regional Office information

Box 19 – Insert Grant start date

Signature Block – complete Regional Administrator information (The RA should sign the document after the State returns the signed form)

TERMS & CONDITIONS

Need to complete for each grant highlighted items

- 1) Recipient Name
- 2) Grant agreement number
- 3) Grantee name
- 3) Program Officer Contact information

If you have any questions regarding completion of the FNS-529 or Terms & Conditions, please contact Gregg Walton at greg.walton@fns.usda.gov